BICYCLE TRAILWAYS PEDESTRIAN ADVISORY COMMITTEE (BTPAC) AGENDA

DATE: Thursday, July 11, 2019
TIME: 9:07 a.m.
PLACE: Vista Center 4th Floor Conference Room 4E-12
2300 North Jog Road
West Palm Beach, FL 33411

1. REGULAR ITEMS
   A. Roll Call
   B. MOTION TO ADOPT Agenda for July 11, 2019
   C. MOTION TO APPROVE Minutes for June 6, 2019
   D. Comments from the Chair
   E. BTPAC Liaison’s Report
   F. General Public Comments and Public Comments on Agenda Items

   Any members from the public wishing to speak at this meeting must complete a Comment Card available at the welcome table. General Public comments will be heard prior to the consideration of the first action item. Public comments on specific items on the Agenda will be heard following the presentation of the item to the Committee. Please limit comments to three minutes.

2. ACTION ITEMS
   A. MOTION TO RECOMMEND APPROVAL of the TPA’s FY 20 Strategic Plan

   The Strategic Plan serves to focus the TPA’s priorities for the upcoming year. The Strategic Plan Committee met on July 1, 2019 to review the agency’s performance for FY 19 and to identify updates for FY 20. The FY 19 annual report and report card are attached. TPA staff will highlight the attached FY 20 Strategic Plan.

   B. MOTION TO RECOMMEND ADOPTION of the FY 21-25 Annual List of Priority Projects

   Florida Statutes require the TPA to annually adopt and transmit to the Florida Department of Transportation (FDOT) a List of Priority Projects by August 1. The priority projects are used to develop FDOT's Five-Year Work Program and then the TPA’s Transportation Improvement Program (TIP). The list of projects is consistent with the TPA’s adopted Long Range Transportation Plan (LRTP) and its associated goals, objectives and values.

   The FY 21-25 Priority Projects are organized into Major Highway, Transit and Freight Projects; Local Initiative Projects and Transportation Alternative Projects. Projects within each list that may be eligible for federal Highway Safety Program funding or state SUN Trail funding have also been identified. The
list identifies the additional funding needs of those projects previously approved by the TPA and requests funding for several new projects. The draft List of Priority Projects is attached.

3. INFORMATION ITEMS
   
   A. Draft 25-year Cost Feasible Plan

   TPA staff will review the attached summary of transportation revenues available for new projects in Palm Beach County. TPA staff will also review the attached series of cost feasible project tables that show estimated implementation costs by phase for each project. Note that cost feasible projects were selected from the TPA’s desires plan and seek to advance the TPA vision, goals and objectives. Finally, TPA staff will review a map of projects that will be fully constructed through 2045 and a second map of projects that can only be studied and/or planned for implementation through 2045 based on existing financial resources and regulations constraining their use.

4. ADMINISTRATIVE ITEMS
   
   A. Member Comments
   B. Summary Points from the June 20, 2019 Governing Board Meeting
   C. Next Meeting - September 5, 2019 (No August meeting)
   D. Adjournment

NOTICE

In accordance with Section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purposes, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge), please call 561-684-4143 or send email to MBooth@PalmBeachTPA.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.
MINUTES OF THE
BICYCLE, TRAILWAYS AND PEDESTRIAN ADVISORY COMMITTEE (BTPAC)
Thursday, July 11, 2019 9:07 a.m.
Vista Center 4th Floor Conference Room 4E-12
2300 North Jog Road
West Palm Beach, Florida

PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at www.PalmBeachTPA.org/BTPAC

1. REGULAR ITEMS

VICE CHAIR called the meeting to order at 9:08 a.m.

1.A. Roll Call

The Recording Secretary called the roll. A quorum was present as depicted in Exhibit A of these Minutes.

1.B. ADOPTED: Agenda for July 11, 2019

MOTION to adopt the Agenda. Motion by Mr. Michael Howe, seconded by Mr. Bob Sabin and carried unanimously 8-0.

1.C. APPROVED: Minutes of June 6, 2019

VICE CHAIR MATTHEWS requested a revision to the voting chart under Action Item 2.B to reflect Chair Danforth’s dissenting vote.

MOTION to approve the revised Minutes. Motion by Mr. Michael Howe, seconded by Mr. Erik Ferguson and carried unanimously 8-0.

<table>
<thead>
<tr>
<th>Member</th>
<th>Vote</th>
<th>Member</th>
<th>Vote</th>
<th>Member</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alvarez</td>
<td>A</td>
<td>Hatcher</td>
<td>Y</td>
<td>Nassar</td>
<td>A</td>
</tr>
<tr>
<td>Channon</td>
<td>A</td>
<td>Harding (ALT)</td>
<td>Y</td>
<td>Sabin</td>
<td>Y</td>
</tr>
<tr>
<td>Danforth</td>
<td>A</td>
<td>Howe</td>
<td>Y</td>
<td>Shaw (ALT)</td>
<td>Y</td>
</tr>
<tr>
<td>Ferguson</td>
<td>Y</td>
<td>Matthews</td>
<td>Y</td>
<td>Watson (ALT)</td>
<td>Y</td>
</tr>
</tbody>
</table>

Y = Yes  N = No  A = Absent  ABST = Abstain

1.D. Comments from the Chair

VICE CHAIR MATTHEWS highlighted that the Parks and Recreation Department is collaboratively working with the TPA and Palm Beach County Engineering on Safe Routes to School. She expressed her gratitude towards this initiative.
1.E. BTPAC Liaison’s Report

MR. NICHOLAS HERNANDEZ, TPA Pedestrian-Bicycle Coordinator, reviewed the following from the Liaison’s Report:

- The next TPA Governing Board Meeting will be held on Thursday, July 18 at 9:00 a.m. at the West Palm Beach Lake Pavilion, 101 S Flagler Drive, West Palm Beach, FL 33401.
- As a reminder, there are no Governing Board or advisory committee meetings held in August. The next BTPAC meeting will be held on Thursday, September 5.
- The Florida Department of Transportation (FDOT) will be holding a Safe Routes to School (SRTS) Grant Application Workshop on August 13, 2019 from 9:00 a.m. to 12:00 p.m. in the FDOT District 4 Auditorium located at 3400 W Commercial Boulevard, Fort Lauderdale, FL 33309. Workshop attendance is mandatory for all applicants. The application period will be open September 1 through December 31, 2019. General information about the program can be viewed at www.SRTSFL.org. The statewide total of available SRTS grant funding this year will be $7M with a max of $250K per project.
- The Broward County Community Traffic Safety Team is offering a free bicycle helmet fitting training on August 1, 2019 from 1:00 p.m. to 3:00 p.m. at the FDOT District 4 Auditorium located at 3400 W Commercial Boulevard, Fort Lauderdale, FL 33309. This training will allow attendees to become a Bicycle Helmet Community Partner and the opportunity to receive free helmets. Attendees must RSVP by July 26, 2019 to Carmen Blades by telephone at 954-777-4361 or email at Carmen.Blades@dot.state.fl.us.
- Committee members were encouraged to recommend a new member to the BTPAC who can represent the disabled community and is aware of the challenges commonly faced by mobility-impaired transportation system users.
- Information about upcoming conferences relevant to transportation planning is available at www.PalmBeachTPA.org/Conferences.

Mr. Fadi Nassar joined the meeting at 9:14 a.m.

1.F. General Public Comments and Public Comments on Action Items

There were no general public comments received.

2. ACTION ITEMS

2.A. RECOMMENDED APPROVAL: TPA’s FY 20 Strategic Plan

MS. VALERIE NEILSON, TPA Deputy Director of Multimodal Development, provided an overview of the FY 19 Report Card highlighting the agency’s accomplishments, as well as actions that were not met during the last year. She provided an update on the construction status of the new office space and stated the transition is slightly behind schedule due to building limitations, etc.

There was no further discussion on this item.

MOTION to recommend approval of the FY 20 Strategic Plan. Motion by Mr. Michael Howe, seconded by Mr. Bob Sabin and carried unanimously 9-0.

<table>
<thead>
<tr>
<th>Member</th>
<th>Vote</th>
<th>Member</th>
<th>Vote</th>
<th>Member</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alvarez</td>
<td>A</td>
<td>Hatcher</td>
<td>Y</td>
<td>Nassar</td>
<td>Y</td>
</tr>
<tr>
<td>Channon</td>
<td>A</td>
<td>Harding (ALT)</td>
<td>Y</td>
<td>Sabin</td>
<td>Y</td>
</tr>
<tr>
<td>Danforth</td>
<td>A</td>
<td>Howe</td>
<td>Y</td>
<td>Shaw (ALT)</td>
<td>Y</td>
</tr>
<tr>
<td>Ferguson</td>
<td>Y</td>
<td>Matthews</td>
<td>Y</td>
<td>Watson (ALT)</td>
<td>Y</td>
</tr>
</tbody>
</table>

Y = Yes  N = No  A = Absent  ABST = Abstain
2.B. **RECOMMENDED ADOPTION:** FY 21-25 Annual List of Priority Projects

MR. JASON PRICE, TPA Transportation Improvement Program (TIP) Coordinator, presented the FY 21-25 Annual List of Priority Projects. He highlighted the TPA’s mission to collaboratively plan, prioritize and fund the transportation system. He reviewed the timeline for the FY 21-25 TIP and broke down the content within the document stating the project categories are derived from the Long Range Transportation Plan (LRTP) for Major Projects and a Competitive Grant Process for Local Initiatives (LI) and Transportation Alternatives (TA) projects.

VICE CHAIR MATTHEWS inquired about specific project information. She inquired about the Indian Trail Improvement District (ITID) project and why it was deemed ineligible.

MR. PRICE stated the ITID projects were not eligible because neither the County nor FDOT would build them and ITID was not Local Agency Program (LAP) certified through FDOT at the time.

MR. FADI NASSAR inquired about LI project eligibility and leftover funds from those projects.

MS. NEILSON stated the requirements for LI project funding differ from the requirements of TA project funding.

Mr. David Wiloch, Palm Beach County Planning, noted in the Technical Advisory Committee (TAC) meeting members requested that the Governing Board consider reallocating surface funds for eligible projects.

There was further discussion on the request the TAC made.

MOTION to recommend adoption of the FY 21-25 Annual List of Priority Projects with a request for the Governing Board to consider reallocating surface funds for projects eligible as possible. Motion by Mr. Michael Howe, seconded by Mr. Bob Sabin and carried unanimously 9-0.

<table>
<thead>
<tr>
<th>Member</th>
<th>Vote</th>
<th>Member</th>
<th>Vote</th>
<th>Member</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alvarez</td>
<td>A</td>
<td>Hatcher</td>
<td>Y</td>
<td>Nassar</td>
<td>Y</td>
</tr>
<tr>
<td>Channon</td>
<td>A</td>
<td>Harding (ALT)</td>
<td>Y</td>
<td>Sabin</td>
<td>Y</td>
</tr>
<tr>
<td>Danforth</td>
<td>A</td>
<td>Howe</td>
<td>Y</td>
<td>Shaw (ALT)</td>
<td>Y</td>
</tr>
<tr>
<td>Ferguson</td>
<td>Y</td>
<td>Matthews</td>
<td>Y</td>
<td>Watson (ALT)</td>
<td>Y</td>
</tr>
</tbody>
</table>

3. **INFORMATION ITEMS**

3.A. **DISCUSSED:** Draft 25-Year Cost Feasible Plan

MR. MICHAEL LYNCH, TPA LRTP Coordinator, provided a brief summary of the transportation revenues available for new projects in Palm Beach County. He reviewed the cost feasible project tables that show estimated implementation costs by phase for each individual project. He further highlighted that the projects reviewed were selected from the TPA’s Desires Plan, which seek to advance the TPA’s vision, goals and objectives. He briefly noted that the Desires Plan includes pedestrian, bicycle, transit and motorized vehicle facilities based on gaps, accessibility needs and congestion through the next 25 years.

MR. LYNCH reviewed a map of cost feasible projects, illustrating the projects that would be funded for construction as well as a map of projects that would only be studied/planned for implementation through 2045 based on the existing financial resources and regulations constraining their use.

Mr. Khurshid Mohyuddin, Palm Beach County Planning, noted the BTPAC members should be made aware of the methodology used to achieve the proposed outcomes. He requested staff look at all 39 municipalities to see how visitors and residents move throughout the county.

A brief discussion ensued.
MR. NASSAR expressed his concerns that the County would be perceived being against multimodal advancements. He noted that whatever is proposed needs to have rational analysis to back it up.

4. **ADMINISTRATIVE ITEMS**

4.A. **Member Comments**

VICE CHAIR MATTHEWS requested that TPA staff have information on the last three years of TA project scoring ranks, copies of grant applications, scoring sheets etc. available at the upcoming workshop.

4.B. **Summary Points from the June 20, 2019 Governing Board Meeting**

MR. HERNANDEZ highlighted Ms. Heather Danforth's membership renewal.

4.C. **Next Meeting - September 5, 2019**

4.D. **Adjournment**

There being no further business the meeting was adjourned at 10:22 a.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the Bicycle, Trailways, and Pedestrian Advisory Committee and that information provided herein is the true and correct Minutes for the July meeting of the Bicycle, Trailways, and Pedestrian Advisory Committee, dated this 12 day of September, 2019.

Chair
### EXHIBIT A

**Bicycle, Trailways and Pedestrian Advisory Committee Attendance Record: 2018-2019**

<table>
<thead>
<tr>
<th>REPRESENTATIVE/Alternate</th>
<th>Aug '18</th>
<th>Sep '18</th>
<th>Oct '18</th>
<th>Nov '18</th>
<th>Dec '18</th>
<th>Jan '19</th>
<th>Feb '19</th>
<th>Mar '19</th>
<th>Apr '19</th>
<th>May '19</th>
<th>Jun '19</th>
<th>Jul '19</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMY ALVAREZ/Cynthia Fuentes</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>P</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Delray Beach</td>
<td>Alt</td>
<td>E</td>
<td>Alt</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SALLY CHANNON/Lee Lietzke</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PBC - ERM</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEATHER DANFORTH</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of West Palm Beach</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ERIK FERGUSON/Kimberly Kosirog</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Boca Raton</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KATHLEEN HATCHER/Ed Breese</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Boynton Beach</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MICHAEL HOWE/David Wiloch</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PBC - Planning Division</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>JEA MATTHEWS/Casey Pranckun</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PBC - Parks and Recreation</td>
<td>P</td>
<td>Alt</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FADI NASSAR/Neil Wantz</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PBC Engineering - Traffic Division</td>
<td>Alt</td>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MICHAEL OWENS/Joyell Shaw</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>School District of Palm Beach County</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OLGA PRIETO/Ryan Harding</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Village of Wellington</td>
<td>P</td>
<td>Alt</td>
<td>Alt</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BOB SABIN/Alan Friedberg</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boca Raton Bicycle Club</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STEPHANIE THOBURN/Garret Watson</td>
<td>P</td>
<td>Alt</td>
<td>Alt</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Town of Jupiter</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LARRY WALLACE/Wibet Hay</td>
<td>A</td>
<td>***P</td>
<td></td>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Florida Department of Transportation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Non-Voting Advisory Member**

- **2019 Chair**
- **2019 Vice Chair**
- **P** = Member Present
- **Alt** = Alternate Present
- **E** = Excused Absence
- **A** = Absent/No Attendance
- **= Member not assigned
- **New Appointment**

**OTHERS PRESENT**

- Brian Mercurio
- Rick Pereira
- Stewart Robertson
- David Wiloch
- Khurshid Mohyuddin
- Alexa Sanabria
- Alyssa Frank
- Andrew Uhllir
- Jason Price
- Margarita Pierce
- Michael Lynch
- Nicholas Hernandez
- Nick Uhren
- Valerie Neilson
- Jonas Eppert
- Lynn Zocezzi
- Valerio Oricchio

**REPRESENTING**

- Bike Keeper
- City of Delray Beach
- Kimley-Horn and Associates
- Palm Beach County Planning
- Palm Beach Transportation Planning Agency
- Palm Beach Transportation Planning Agency
- Town of Jupiter
- Wantman Group, Inc.
- Wantman Group, Inc.